

# UNITED STATES DISTRICT COURT SOUTHERN DISTRICT OF NEW YORK



<b>DATE:</b>	<b>February 3, 2003</b>
<b>POSITION:</b>	<b>OFFICIAL COURT REPORTER</b>
<b>LOCATION:</b>	<b>500 Pearl Street New York, New York</b>
<b>CLASS LEVEL:</b>	<b>CR 01 - CR 03</b>
<b>SALARY:</b>	<b>\$63,297 - \$69,627 (Plus transcript fees) Depending On Qualifications</b>
<b>CLOSING DATE:</b>	<b>Open Until Filled</b>
<b>VACANCY NO.:</b>	<b>03-05</b>

***THE UNITED STATES COURT IS AN EQUAL OPPORTUNITY EMPLOYER AND ENCOURAGES QUALIFIED MINORITY APPLICANTS TO APPLY***

***OCCUPATIONAL INFORMATION:*** An Official Court Reporter performs court reporting services for any judicial proceeding as required. The position requires the verbatim recording of courtroom proceedings, reading back from stenographic notes, working on computer-assisted transcription via Eclipse software. This court has a high volume of daily and immediate copy work.

Official Court Reporters follow the requirement of the Judicial Conference and the Administrative Office's Court Reporter Management Plan.

***REQUIRED QUALIFICATIONS:***

- 1 - Current RPR certificate, RMR or CRR preferred.
- 2 - Minimum of four years experience.
- 3 - Ability to write real time.

***ANNUAL SALARY LEVELS/QUALIFICATIONS:***

Level 1: \$63,297 (plus transcript fees) - Four (4) years of court reporting experience in the freelance field of service/in other courts of a combination thereof; and a Certificate of Proficiency (RPR).

Level 2: \$66,462 (plus transcript fees) - Ten (10) years of court reporting experience for a U.S. District Court (time spent in Federal court as a contract or per diem reporter may be credited toward this ten year requirement), OR a Certificate of Merit.

Level 3: \$69,627 (plus transcript fees) - Ten (10) years of court reporting experience for a U.S. District Court (time spent in Federal court as a contract or per diem reporter may be credited toward this ten year requirement), AND a Certificate of Merit.

***APPLICATION PROCEDURE:*** For consideration, qualified candidates should mail or Fax a resume to:

***SOUTHERN DISTRICT REPORTERS, P.C.  
ROOM 330  
500 PEARL STREET  
NEW YORK, NEW YORK 10007  
ATTN: SAMUEL MAURO, CHIEF REPORTER  
Fax: 212-805-0355***

**THE SUCCESSFUL CANDIDATE FOR THE POSITION IS SUBJECT TO A BACKGROUND CHECK**

**APPLICANTS MUST BE UNITED STATES CITIZENS**